



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
Bureau of Health Professions Licensure
250 Washington Street, Boston, MA 02108-4619

Tel: 617-973-0800
TTY : 617-973-0988
www.mass.gov/dph/boards

**Board of Registration in Pharmacy
Drug Control Program
Bureau of Healthcare Safety and Quality**

**Policy 2022-04: Use of Pharmacy Technician Trainees to Stock
Automated Dispensing Devices**

I. Purpose and Scope

The Massachusetts Board of Registration in Pharmacy ("Board"), Drug Control Program ("DCP"), and Bureau of Healthcare Safety and Quality ("BHCSQ") have established this policy permitting Board-licensed pharmacy technician trainees ("PTTs") to perform certain medication handling functions. Although the activities outlined in this policy may be performed without direct pharmacist supervision, any activities performed by support personnel must be under the direction and supervision of a pharmacist.

The activities permitted by this policy may only occur within Massachusetts-licensed health care facilities (e.g., hospitals) that have on-site pharmacies.

II. Requirements

- A. The pharmacy must have policies and procedures in place with respect to the permitted activities pursuant to this policy, including training requirements.
- B. The general Automated Dispensing Device ("ADD") requirements as outlined in [Policy 2019-02: Automated Dispensing Device Use](#) must be followed.
- C. Without direct pharmacist supervision, a PTT may:
 - 1. Transport and load pharmacist-verified Schedule III through VI stock medications into an ADD that is located in a patient care area using barcode scanning or other electronic validation; and

2. Verify expiration dates and remove expired Schedule III through VI stock medications from an ADD that is located in a patient care area provided that all electronic transactions are tracked as required by [Policy 2019-02: Automated Dispensing Device Use](#).

D. For quality assurance purposes:

1. Verify all ADD transactions conducted by PTTs to account for the inventory that was sent from the pharmacy or expected to be received by the pharmacy (e.g., expired medications).
2. Monitor all ADD access by PTTs.
3. Conduct random audits of the ADD's physical contents.
4. Track and trend data for accuracy and compliance.

Please direct any questions to:

Board of Registration in Pharmacy: Pharmacy.Admin@mass.gov